

**LACOMBE POLICE COMMISSION
REGULAR MEETING MINUTES
WEDNESDAY, MARCH 26, 2014**

Attendees: Donna Korpess, Vice-Chair, Commission Member at Large
Peter Bouwsema, City of Lacombe Councillor
Jonathan Jacobson, Commission Member at Large (from 10:00 a.m.)
Casey Kooyman, Commission Member at Large
Tom Tack, Commission Member at Large

Regrets: Tammy Gagnon, Chairperson
Robert Huff, Commission Member at Large

Others: Chief Steve Murray, Lacombe Police Service
Norma MacQuarrie, Chief Administrative Officer
Ross Pettibone, Recording Secretary

(Afternoon Training Session only)
Wendy Moshuk, Solicitor General and Public Security
Lesley Kelly, Solicitor General and Public Security

1. Call to Order

Donna Korpess called the meeting to order at 9:06 AM.

2. Adoption of Agenda

MOVED by Casey Kooyman that the agenda be adopted as amended to include an LPS personal protective equipment (PPE) policy amendment.

CARRIED

3. Adoption of Minutes

3.1 February 19, 2014 Meeting Minutes

MOVED by Peter Bouwsema that the February 19, 2014 Minutes be adopted as circulated.

CARRIED

4. Presentations

(None)

5. Reports

5.1 Chief of Police Monthly Report-February 15, 2014 – March 21, 2014:

5.1 a PROS Mayor's Report – February 2014

- 5.1 b Lacombe Police Service CPO1 Traffic Unit Report – February 2014
- 5.1 c SRO Report – February 2014
- 5.2 Public Complaints Director Report (to February 28, 2014)
- 5.3 Monthly Complaint Report – for 2013 Year
- 5.5 General Ledger Department Report – Current Period 2/Approved Budget 2014.

Discussion Items / Action Plans:

Chief Murray provided the Commission with an overview of activities, complaints, policy/operational statistical information, and human resources. The following items from the above reports were discussed by Commission members:

- Chief Murray reported that 2013 revenue targets were exceeded and enhanced checkstop invoices had been processed.
- Chief Murray referred to an earlier Council decision to locate the new Police Station on Wolf Creek drive, and CAO MacQuarrie confirmed the irregular 2.8 acre lot size, zoning, accessibility and elevation details.
- Chief Murray provided an update on patrol vehicle fleet retirements, new vehicle commissioning and maintenance issues.
- Chief Murray provided a prior Community Police Survey for information prior to the afternoon training session with Solicitor General and Public Security Staff.
- Chief Murray responded to comments and provided further background on parking congestion in front of J.S. McCormick school, with ample parking available on 50 St.
- In response to questions about photo radar, Chief Murray emphasized that education, engineering and enforcement are designed to change driver behaviour, resulting in safer communities and safer roads, as measured by fewer injuries and fewer complaints.
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5.4 Oversight Standards Audit

CAO MacQuarrie confirmed that pending the completion of the Lacombe Police Commission Strategic Plan as an overarching document, a subcommittee will subsequently review the information required by the oversight audit.

MOVED by Jonathan Jacobson to accept all reports (5.1/5.2/5.3/5.5) as presented.

CARRIED

6. Old Business

6.1 2014-17 LPC Strategic Planning

CAO MacQuarrie informed Commission members the Strategic Planning workshop was scheduled for April 1 to establish priorities, and will be facilitated by Russ Farmer, and return to a Commission meeting for approval on or before May 21, 2014.

6.2 Final Budget 2013/Approved Budget 2014/Summary

This item was dealt with in conjunction with Item 5.5.

6.3 LPC Annual Report to the Community for Adoption

Commission members suggested wording updates and requested the Annual Report data submitted by the Public Complaints Director in Item 5.3 above also be included.

MOVED by Peter Bouwsema to adopt the 2013 Annual Report as amended.

CARRIED

7. New Business

7.1 Police Facility Terms of Reference

CAO MacQuarrie provided Commission Members with an overview of the Police facility construction process. A police facility design committee (PFDC) will include CAO MacQuarrie, Chief Steve Murray, Infrastructure Services Director Matt Goudy, and management advisors from I.T., Emergency Management, and Facilities. The PFDC will select a design consultant and will complete the facility needs profile and concept design. The construction committee will include the CAO, the Infrastructure Services Director, and Chief Murray. The commission considered and discussed the appointment of a member to serve on the PFDC.

MOVED by Jonathan Jacobson that Chair Tammy Gagnon serve on the PFDC

CARRIED

7.2 2014 AAPG Conference – May 2/May 3 Drumheller

The Commission members agreed to send Tom Tack and Donna Korpers to the 2014 AAPG Conference.

MOVED by Peter Bouwsema that Tom Tack and Donna Korpers attend the 2014 Alberta Association of Police Governance Annual Conference on May 2 and May 3, 2014 in Drumheller.

CARRIED

7.3 Automated Enforcement 4th Quarter Report

CAO MacQuarrie presented a quarterly report on automated traffic enforcement statistics to the Commission, and reviewed the ticketing process. It was highlighted that 46 percent of tickets issued were to addresses outside Lacombe.

MOVED by Casey Kooyman that the Commission adopt the Automated Enforcement Quarterly Report as information.

CARRIED

8. Information

8.1 Next Meeting

The next Lacombe Police Commission meeting would be held April 16, 2014.

9. In Camera

MOVED by Jonathan Jacobson that the Commission move *in camera* to discuss a legal issue at 11:00 a.m.

CARRIED

MOVED by Jonathan Jacobson that the Commission return to open meeting at 11:56 a.m.

CARRIED

MOVED by Casey Kooyman that the Commission accept the Report and findings of the RCMP, and requested further research into the findings for decision at the next meeting April 16.


CARRIED

10. **Adjournment**


MOVED by Jonathan Jacobson to adjourn the meeting at 11:57 a.m.

CARRIED

NEXT MEETING of the LPC is scheduled for 9:00 AM, April 16, 2014.



Chairperson



Secretary